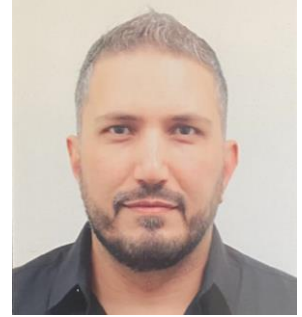


Curriculum vitae



Personal Information:

Full name : Mohamad Marahli
Date of birth : 05/08/1981
Place of birth : Kuwait
Nationality : Syrian and Dutch
Marital status : Single.
Military service : Exempted.

Contact:

Address : Mashroo Dummer
Telephone : 0998 160 553
Email : m.marahly@gmail.com

Skills Highlights:

- Strong decision maker.
- Complex problem solver.
- work under pressure.

Experience:

Maatschappelijk Begeleider (Social Supervisor)
VluchtelingenWerk oost Nederland (VWON)
2019- 2021

Issuing refugees with everything related to housing. Register in the municipality.
Helping them with all matters related to administrative and naturalization affairs.
As a translator.

Financial administrative co-operator**MTN Division Finance Group****2013 – 2015**

Issuing checks and payments for customers and all financial matters related to them.

Preparing the non-resident tax on a monthly basis. Preparing periodic reports on financial matters.

Note: I have been working there on Oracle program.

Access control operator**MTN Division Group****2009 – 2013**

Give permission to the employee's badges to enter the doors of the divisions within the company.

Check the camera system every day to be sure the cameras work. Provide a plan to evacuate the building in emergency case.

Work with the Risk Manager for the reduction of the risks and propose solutions to overcome those risks and their effects.

Customer-service employee**MTN Division customer service Group****2006-2008**

Taking inbound calls from new and existing customers.

Making outbound calls to potential and existing customers when necessary.

Keeping a record of all calls received/made following coaching actions that were set each week by the manager.

Handling all enquiries at first point of contact or transferring the call to the correct department.

Education:

Bachelor of Economic – 2009

Damascus University, Syria

Certifications (courses):

- Al-Ameen accounting program.
- MS office.
- Basics of digital marketing from Google
- Network Plus from New Horizon.
- Report Writing skills
- Customer service Communication strategies
- Maatschappelijke begeleiding & Eurowijzer

languages:

- Arabic : Mother language.
- English : Fluent.
- Dutch : Fluent.

Internship:

Administrative assistant

Cijfermeester Nijkerk

2018-2018 (4 monthes)

Registration the purchases and sales according to official invoices.

Comparing the balance of different accounts with the balance registration in the ledger.